



UPDATE

FOR: Special Education Directors and Application Contact Persons
FROM: Susan Reimlinger, Supervisor
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SUBJECT: **GREAT NEWS -- LESS PAPERWORK!**
DATE: August 27, 2010

ANSWERS TO THE BURNING QUESTIONS:

- 1) Yes, the existing, finite "S-5" fund is still in operation, through June 30, 2011, as part of the current state biennial budget. You should still do your part to limit use of it to *extreme*, no-other-way situations.
- 2) Yes, you still access the fund via an initial application or re-application.

The great news? The "Application for Funding Support" dated March 2005, has been revised. The "State Funding of Excess Costs" application form is different, yet very familiar, with a new date of August 2010. The 2010 form now uses only pages 1, 4, and 6 of the 2005 form. Items that are no longer required have been crossed out, leaving only essential identifying and financial information to complete. For pages 2, 3, and 5 - please do not waste any trees to print. ☺

Additional paper-savings: Include ONLY the student's **IEP**. Do not include any vendor reports, evaluation reports, ISTAR tests, medical records, etc. *And no "7 questions"!*

Hopefully, you possess a copy of DOE's December 2007 "Procedures Manual for Community-supported/Residential Services Support", which complies with 511 IAC 7-47-1(b), and drives IEP development. This fall there is a document called "Procedure Manual Revision Fall 2010", which is an authorized revision that should be added to your manual.

Finally - we all must keep in mind *student confidentiality*. Emails and attachments cannot use student names. So, applications cannot be emailed - they must be faxed, USPS mailed, or hand-delivered. When DOE faxes something about a student to you, the student's initials will be on the cover page.

All documents - memo, application form, manual, and manual revision - will be posted on the Exceptional Learners webpage: www.doe.in.gov/exceptional

The revised application form goes into effect **Tuesday, September 1, 2010.**